



GUIDE TO MANDATORY REPORTING AT CAL POLY

WHAT TO REPORT

- Sexual Harassment
- Sexual Misconduct
- Dating Violence
- Domestic Violence
- Sexual Exploitation
- Stalking
- Prohibited Consensual Relationships
- Discrimination based on a Protected Status
- Harassment based on a Protected Status
- Retaliation for exercising rights under this Nondiscrimination Policy, (e.g., opposing conduct that a person believes in good faith violates the Nondiscrimination Policy, or for participating in any manner in any related investigation or proceeding)

HOW TO REPORT

Contact CRCO at crco@calpoly.edu or 805-756-6770 and provide as much of the following information as you reasonably know:

- Your name and contact information
- Date of incident, if known
- Location of incident, if known
- Summary of the incident(s)
- Name of the harmed/complaining party
- Name of the other party
- Nature of the conduct

WHAT HAPPENS NEXT

Once you have reported to CRCO, you have completed your obligations. CRCO will send outreach to the individual with information about their rights and options, the resources available to them, and an invitation to talk with CRCO staff. The individual can decide whether or not to meet with CRCO and can request an appointment at any time regardless of how much time has passed.

HOW TO RESPOND

- If possible, let the person know you are a mandated reporter prior to disclosure. Make sure they are safe.
- Thank them for trusting you with this information.
- Listen without judgement.
- Believe and validate their feelings.
- Connect them with resources.
- Support and empower them to make decisions that are right for them.

For more information, please contact CRCO:

805-756-6770 • crco@calpoly.edu • crco.calpoly.edu • Building 33, Room 290





I AM A MANDATORY REPORTER

I can help connect you to resources at Cal Poly. I want you to make an intentional decision about the information you share with me.

I am obligated to share with the Civil Rights & Compliance Office any information disclosed to me about sex/gender-based discrimination and harassment, including sexual misconduct, sexual exploitation, dating and domestic violence, stalking, and discrimination or harassment based on a protected status. This is to ensure that Cal Poly is supporting you and addressing misconduct.

I am here to listen to you. I want to make sure you are receiving the support you need from Cal Poly, including access to confidential resources on campus like Safer and Counseling Services. Please tell me how I can help.



**CAMPUS
RESOURCES**

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